

MSFC DIRECTIVES CONTROL BOARD (DCB)
FOR LEVELS 1, 2, AND 3 DOCUMENTATION

Tuesday, May 20, 2003
Building 4200, Conference Room 915
1:00-2:00 p.m.

DIRECTIVES CONTROL BOARD MEETING AGENDA

1) OPENING REMARKS

[A. ROTH/DCB CHAIRPERSON]

SIGN ATTENDANCE LIST

2) DISPOSITION OF LEVELS 1, 2, AND 3 DOCUMENTATION OR
*STATUS DOCUMENTS

[OFFICES OF PRIMARY RESPONSIBILITY (OPR) LISTED AND DCB
MEMBERS (PRIMARY OR ALTERNATE)]

<u>DOCUMENT NUMBER</u>	<u>OPR/OPR Designee</u>
MPD 2210.1K, "Documentation Input & Output of the MSFC Documentation Repository"	AD01/Rod Hyde
MPG 2220.1M, "Scientific and Technical Publications"	AD01/Betty Fowler
MPG 2500.1A, "Marshall Telecommunications Services"	AD01/Chet Young
* MPG 5000.1D, "Purchasing"	PS01/Ray Woods
* MWI 5113.1F, "Governmentwide Commercial Purchase Card Operating Procedures"	PS01/Ray Woods
* MWI 5143.1E, "Contract Change Process"	PS01/Ray Woods
* MWI 1500.2, "Special Events Content Management"	CD01/Angela Storey
OTHER DOCUMENTS (Contact AD35/Deborah Wills)	ASSIGNED OPR

3) STATUS OF DCB ACTION ITEMS

[ACTION ITEM ACTIONEE(S) REPORT STATUS]

ACTION DCB03-0003: Review MPG 8730.1D, "Inspection and Testing," with QS, ED and TD to determine if the document is being fully implemented and/or if there are areas ("holes") that are not being covered by this directive. As needed, identify/define scope of problem(s); develop recommendations; and, report findings to DCB. Include Herb Shivers/ED43, James Wyckoff/TD03, and Warren Woods/QS40 on investigation team. (Assigned to: Don Miller/QS40)

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ACTION DCB03-0004: Provide explanation/rationale for why ED01 Organizational Issuances are not available to everyone via the Web. Provide report at next DCB meeting. (Assigned to: Herb Shivers/ED43)

ACTION DCB03-0005: Meet with the Senior Management Core Team and Center Direct Reports to work a resolution to the nonconcurrences on MPG 3300.1A, "Dual Career Promotion Process." (Assigned to: Axel Roth/DE01) Due: TBD

4) OTHER